

Office of Support Services 1281 Highway 51 N, Madison, MS 39110

H.S. McMillan

AGENCY

ADDRESS

CHIEF EXECUTIVE OFFICER

	Actual Expenses FY Ending June 30, 2014	Estimate Expenses FY Ending June 30, 2015	Requested for FY Ending June 30, 2016	Requested Increase (+) or Decrease (-) FY 2016 vs. FY 2015 (Col. 3 vs. Col. 2)	
				AMOUNT	PERCENT
I. A. PERSONAL SERVICES					
1. Salaries, Wages & Fringe Benefits (Base)	1,626,991	2,131,290	2,131,290		
a. Additional Compensation			13,574		
b. Proposed Vacancy Rate (Dollar Amount)					
c. Per Diem					
Total Salaries, Wages & Fringe Benefits	1,626,991	2,131,290	2,144,864	13,574	0.63%
2. Travel					
a. Travel & Subsistence (In-State)	35,048	55,000	55,000		
b. Travel & Subsistence (Out-of-State)	63,848	60,000	60,000		
c. Travel & Subsistence (Out-of-Country)					
Total Travel	98,896	115,000	115,000		
B. CONTRACTUAL SERVICES (Schedule B):					
a. Tuition, Rewards & Awards	15,483	15,500	15,500		
b. Communications, Transportation & Utilities	13,310	14,800	14,800		
c. Public Information	10,505	10,000	10,000		
d. Rents	33,744	43,500	43,500		
e. Repairs & Service	42,578	42,600	42,600		
f. Fees, Professional & Other Services	114,580	128,726	128,726		
g. Other Contractual Services	19,780	22,800	22,800		
h. Data Processing	104,538	121,874	121,874		
i. Other	4,593	200	200		
Total Contractual Services	359,111	400,000	400,000		
C. COMMODITIES (Schedule C):					
a. Maintenance & Construction Materials & Supplies					
b. Printing & Office Supplies & Materials	44,751	51,500	51,500		
c. Equipment, Repair Parts, Supplies & Accessories	6,311	15,000	15,000		
d. Professional & Scientific Supplies & Materials					
e. Other Supplies & Materials	59,806	53,500	53,500		
Total Commodities	110,868	120,000	120,000		
D. CAPITAL OUTLAY:					
1. Total Other Than Equipment (Schedule D-1)		15,000	15,000		
2. Equipment (Schedule D-2):					
b. Road Machinery, Farm & Other Working Equipment					
c. Office Machines, Furniture, Fixtures & Equipment	86,937	40,000	40,000		
d. IS Equipment (Data Processing & Telecommunications)	348,101	90,000	90,000		
e. Equipment - Lease Purchase					
f. Other Equipment	18,468	23,500	23,500		
Total Equipment (Schedule D-2)	453,506	153,500	153,500		
3. Vehicles (Schedule D-3)					
4. Wireless Comm. Devices (Schedule D-4)	550	1,000	1,000		
E. SUBSIDIES, LOANS & GRANTS (Schedule E):	182,539	500,000	500,000		
TOTAL EXPENDITURES	2,832,461	3,435,790	3,449,364	13,574	0.39%
II. BUDGET TO BE FUNDED AS FOLLOWS:					
Cash Balance-Unencumbered					
General Fund Appropriation (Enter General Fund Lapse Below)					
State Support Special Funds					
Federal Funds _____ Other Special Funds (Specify) _____					
Office of Support Services	2,832,461	3,435,790	3,449,364	13,574	0.39%
Less: Estimated Cash Available Next Fiscal Period					
TOTAL FUNDS (equals Total Expenditures above)	2,832,461	3,435,790	3,449,364	13,574	0.39%
GENERAL FUND LAPSE					
III. PERSONNEL DATA					
Positions Authorized in Appropriation Bill					
Permanent: Full Time:	53	53	53		
Part Time:	1	1	1		
Time-Limited: Full Time:	8	8	8		
Part Time:					
Average Annual Vacancy Rate (Percentage)	18.12	10.00	7.00	(3.00)	
Permanent: Full Time:	100.00				
Part Time:					
Time-Limited: Full Time:	9.72	5.00	5.00		
Part Time:					

Approved by: H.S. McMillan

Official of Board or Commission

Budget Officer: Chris Howard / choward@mdrs.ms.gov

Phone Number: 601-853-5220

Submitted by: H.S. McMillan

Name

Title: Executive Director

Date: July 29, 2014